

24 September 1984

MEMORANDUM FOR: OTE Curriculum Committee Members

FROM:

[redacted]
Assistant Director of Training for Curriculum

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SUBJECT: Curriculum Committee Meeting--Friday, 21 September

1. [redacted] presented a proposal for an "Intelligence Issues" course for administrative support personnel. After full discussion, the Committee:

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--supported the idea of doing this course (some members thought that an "issues" course should also be offered for officers) but believes that the professed objectives of the course (a perk for secretaries and a better understanding of intelligence issues) has not been properly integrated.

--remanded the course for adjustment.

--suggested that [redacted] engage the perspective of an Agency officer in a position to know what the major intelligence issues are that the prospective students need to know about, that less emphasis be put on the "perk" aspect, and that the course not seek to fill a full five days if it could accomplish its objectives in less.

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--asked that a revised outline be circulated to the members for telephonic concurrence to the Chairman.

2. The Committee approved the "new-course checklist," with two revisions. It added "accountability" under the section concerning students, and it agreed to ~~delete~~ the requirement that new courses have their methodology considered by external instructional designers. The principal problem is that OTE does not have a unit or enough individuals with competence in this area. The Committee discussed OTE's previous bad experience with instructional designers and the possibility that external contractors could fill this role. There was consensus that the time may have arrived for OTE to revive a unit. The Committee agreed to pursue this at a future meeting.

*Note
I did
not agree*

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3. The Committee also discussed data on how OTE's student days were allotted by category. The discussion centered on the "obvious" messages in the data, (e.g., the small amount of effort devoted to the broadening and management curricula). It was agreed that data for the Language School needed to be cranked in.

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